

Local Government Grant Program Annual Performance and Accounting Summary Report

Fiscal Year 2013



Prepared by the Virginia Department of Environmental Quality

November 2013

Introduction

This report summarizes the litter prevention and recycling activities and expenses conducted in 2013 by local government recipients.

The Commonwealth of Virginia collects three “litter” taxes to support litter prevention and recycling program activities in Virginia. The three taxes are comprised of a beer and wine coolers tax, a soft drink tax, and a retail establishment fixed fee of \$10 or \$25. Collectively referred to as the “litter taxes,” the revenues collected are deposited into the Litter Control and Recycling Fund (Fund). Since 1981, over \$52 million has been paid into the fund to support litter control and recycling programs. The annual uses of these funds as specified by legislation are:

- 95% - No-match grants to localities (Local Government Grants); and
- 5% - Grant administrative costs - Department of Environmental Quality (DEQ).

The guidelines for these grants are overseen by the Litter Control and Recycling Fund Advisory Board (Board) and DEQ provides program and financial administration of the annual grants. The Board meets at least two times each year to track the status of the Fund and the progress of the annual grant program. The Board is appointed by the Governor and consists of five members as follows:

- Three (3) members shall represent persons paying the taxes which are deposited into the Fund and shall include one member appointed from nominations submitted by recognized industry associations representing retailers; one member appointed from nominations submitted by recognized industry associations representing soft drink distributors; and one member appointed from nominations submitted by recognized industry associations representing beer distributors.
- One member shall be a local litter or recycling coordinator.
- One member shall be from the general public.

At the conclusion of each grant year, the Local Government Grant recipients must submit Performance Reports and Accounting Reports to DEQ on the activities and expenses for which the grant funds were used. The purpose of this report is to summarize the information submitted in the Performance Reports and Accounting Reports for Fiscal Year 2013. The data contained in this report was compiled from the information submitted by the grant recipients and certified by one of their authorized agents.

Funding for Fiscal Year 2013

In Fiscal Year 2013, **\$2,164,659** was disbursed from the Fund to **307** out of a possible **324** localities. The number of local governments applying for the grants has steadily increased over the past couple of years. DEQ staff conducted webinars on the litter grant guidelines and the application process in addition to the usual email notifications and phone calls. Annually the grant coordinator contacts each locality’s recycling/litter program manager to remind them of the current grant cycle.

The local Litter Prevention and Recycling Programs may be managed or operated by a single locality (city, county, or town), or by a group of localities (referred to as a “cooperative program”).

*Single local governments: 133
Co-ops: 53
Total grants disbursed: 186
Total localities served: 307*

Many localities use other sources of funds to augment their grant award. Programs reported over **\$13.4 million** in cash from local funds, private sources, and other revenues.

In addition to cash, a number of localities rely upon in-kind services to carry out their program activities. Local programs value their in-kind donations at **\$932,576**.

In Fiscal Year 2013, local governments matched the **\$2,164,659** awarded in grant funds with **\$21,177,972** from other sources of money and in-kind services. This represented a funding match of **978%**.

For the past two years, the litter grant coordinator at DEQ has been conducting webinars for litter program managers on what to report on their annual performance reports. Litter grants are calculated by population and road miles and do not take into consideration how much money the local government receives from other sources in support of its programs.

Performance Details 2013

Staffing and Volunteer Support Level:

Most programs have at least one full- or part-time employee who is typically assisted by volunteers. Volunteers play a critical role in each program's success. At a standard rate of **\$22.03** per hour, the value of the service provided by volunteers during Fiscal Year 2013 was **\$5,696,077**.

Clean Ups:

Each year, local programs sponsor a variety of clean-up programs where volunteers donate their time to clean up areas where litter is present or where illegal dumping of solid waste has occurred. A total of **6,363** clean-up events, utilizing a total of **52,708** volunteers, cleaned **60,532** cubic yards of litter in Fiscal Year 2013.

Youth Education:

The majority of local programs included a youth education component. These activities included presentations and workshops in schools, involvement in "Ecology Clubs" and other educational events such as Earth Day celebrations. Last year, the Local Government Grant recipients reported that **1,924** presentations, workshops, or other educational events for young people were conducted. The total number of youth attending these activities was reported as **113,604**. The total number of Ecology Clubs reported for FY 2013 is **100** with **2,037** members.

Public Education (Not Reported as Youth Education):

Community outreach is a major component of many of the local litter and recycling programs. Community outreach activities may include booths, presentations, and unstaffed displays, such as bulletin boards and posters. Litter and recycling program managers reported that they conducted **588** workshops with an estimated **42,049** people in attendance. There were **391** staffed displays or events that were viewed by approximately **521,520** people. Program managers reported that in FY 2013 there were **485** unstaffed displays in Virginia.

Assign-A-Highway Programs:

The Assign-A-Highway program continued as a litter prevention/clean-up initiative in the Commonwealth. Under this program, area judges offer probationers the opportunity to work with the locality's litter program to clean up assigned sections of roads and highways during their

probationary period. For FY 2013, grantees reported **25,333** cubic yards of litter were collected by **7,322** probationers along **33,385** miles of roads.

Program Grant Funding Allocations:

Local governments that received grants for FY 2013 were asked to estimate the percentage of their grant funds used specifically for the litter prevention program activities and the percentage of their grant funds used specifically for recycling program activities. Approximately 56% was reported as being used for litter prevention while 44% was reported as having been spent to support recycling.

Summary of Highlighted Data Comparing Fiscal Year 2013 to Fiscal Year 2012

	FY 2013	FY 2012
Funds Distributed from Litter Tax	\$2,164,659	\$1,522,627
Total Localities Funded	307	319
Locality Cash Match Total	\$13,464,677	\$13,098,810
Locality In-Kind Match Totals	\$932,576	\$1,041,451
Number of Volunteer Hours Worked	258,560	501,174
Clean-up Events	6,356	6,054
Volunteers	52,708	54,798
Cubic Yards of Litter Collected	60,532	157,634
Youth Presentations, Workshops, or other Educational Events	1,924	2,535
Youth Attending	113,604	118,414
Ecology Clubs	100	135
Ecology Club Members	2,037	2,511
Number of Probationers	7,322	13,317
Number of Road Miles Cleaned	33,385	32,494
Cubic Yards of Litter Collected	25,333	24,741

Cash Match Fund Breakdown:

Local Cash	\$13,464,677
Private Sector Cash	\$ 507,659
Other Cash	\$ 428,865
Total	\$14,401,201

In-Kind Match Breakdown:

All Other Fund Sources (In-Kind)	
Local In-Kind	\$ 932,576
Private In-Kind	\$ 337,532
Other In-Kind	\$ 243,269
Total	\$1,513,377

Expenses:

Litter Prevention & Recycling programs used their grant funds for expenses in the following categories:

Use of Grant Funds	Category Expenditures	% of Use
Salaries, Wages, and Fringe Benefits	\$ 899,968	42.4%
Essential Supplies	\$ 723,870	34.0%
Contractual Services	\$ 322,563	15.2%
Travel	\$ 21,604	1.0%
Other	\$ 156,872	7.4%
Total Grant Funds	\$ 2,124,877	100%

Staffing:

Employed Staff	
Number of Employees (Full- & Part-Time)	886
Number of Hours Worked	659,827

Program Promotion:

The Fund guidelines require reporting on the kinds of materials the litter program managers distribute; however, the quantity does not need to be reported. In addition, litter program managers cannot use their grant funds for advertising although advertising may be donated and is included in this report as an in-kind match.

Types of materials distributed	Number of localities reporting
Litter Bags	87
Pencils	92
Stickers	74
Coloring Books	60
Other*	89

*Other e.g.: Bookmarks, buttons, certificates, cups, gloves, hand sanitizer, key chains, litter grabbers, magnets, memo pads, pocket ash trays, recycling bins, rulers, tote bags, water bottles, wrist bands, etc.

Types of Communication	Number of localities reporting
Brochures	75
Websites	103
Emails	79
Newspapers	73
Newsletters	52
Public Service Radio Announcements	29
Facebook	41
Public Service Television Announcements	28
Twitter	13
Other*	41

*Other e.g.: banners, blogs, bumper stickers, booklets, calendars, fliers, post card mailers, presentations at public town meetings and other interest groups, school and government marquees, signage, and You Tube.

Total estimated amount of grant funding used to support litter prevention and recycling:

% of grant funds used for litter prevention program activities (value of this allocation)	57%
% of grant funds used for recycling program activities (value of this allocation)	43%

Note: The percentage of funding utilized for litter and recycling is subjectively based upon estimates provided by the grant recipients. These percentages also are based only on the grant funds awarded to localities by DEQ. This percentage of funding does not take into account any other monies that the local governments may have received from other sources or had budgeted for these programs from their general operation funds.

To view reports from previous years or obtain additional information about the litter program, go to <http://www.deq.virginia.gov/Programs/LandProtectionRevitalization/RecyclingandLitterPreventionPrograms/LitterPreventionandRecyclingGrantPrograms.aspx> or contact steve.coe@deq.virginia.gov or (804)698-4029.



Town of Abingdon



Elizabeth River boat landing and park cleanup



Gloucester County cleanup